

Shelby County Code of Ordinances  
Chapter 2. Administration  
Article I. General

Sec. 2-12. Sire Document Management System.

(1) Effective upon completion of training in the use of the Sire Document Management System by appropriate personnel of each board, commission and authority (hereinafter an "entity") established in whole or in part by Shelby County Government, such entity shall immediately begin use of the Sire Document Management System, with the result that all resolutions, documents, motions or other items including all supporting information filed with, or created by, such entity to be placed on any agenda or considered or discussed in any manner at any meeting which is subject to the Open Meetings Act, together with all agendas, minutes, transcripts and other similar items filed with or created by such entity shall be available in electronic form in real time (as hereinafter defined) on the internet through the website of Shelby County Government.

(2) For the purposes of this section, the term "real time" means that any such document shall be entered in the Sire Document Management System and made available on the website of Shelby County Government by such entity upon the earlier to occur of:

(a) The date such document was filed with or delivered to the entity; or

(b) The date that the entity, or anyone acting on behalf of the entity, created the document.

(3) The documents required to be made available on the website of Shelby County Government shall be available to the public on such website for a period of at least ten years from the date of first posting.

(Ord. No. 358, §§ 1--3, 4-14-08)